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ABSTRACT

In response to requests from law enforcement professionals for guidelines on investigating child abuse and neglect, the Office of Juvenile Justice and Delinquency Prevention developed the Portable Guides to Investigating Child Abuse series. This document is a synposis of each Portable Guide and provides annotated bibliographies of the series. The purpose of the series is to provide practical guidance and an on-the-job reference for those who work with child victimization issues. An array of people including police officers, detectives, social workers medical personnel, and psychologists, will find the series to be useful. Currently, there are 13 guides in the series, each addressing a specific aspect of investigating a suspected case of child abuse or neglect. Subjects covered include the recognizing of injuries caused by abuse; collecting evidence; interviewing victims and witnesses; formatting multi-disciplinary investigative teams; and learning about the use of computers in the sexual victimization of children. An extensive list of resources for professional training, technical assistance, and support is included. (JDM)

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Office of Justice Programs
Office of Juvenile Justice and Delinquency Prevention

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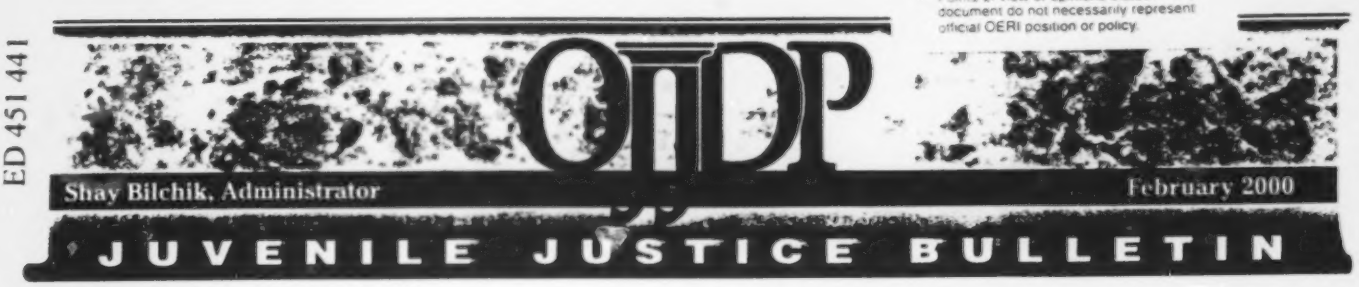

Overview of the Portable Guides to Investigating Child Abuse: Update 2000

Janet McNaughton

In response to requests from law enforcement jurisdictions across the United States for guidelines on investigating child abuse and neglect, the Office of Juvenile Justice and Delinquency Prevention (OJJDP) has developed the Portable Guides to Investigating Child Abuse series. There are currently 13 guides in the series, each addressing a specific aspect of investigating a suspected case of child abuse or neglect:

- *Recognizing When a Child's Injury or Illness Is Caused by Abuse*
- *Photodocumentation in the Investigation of Child Abuse*
- *Sexually Transmitted Diseases and Child Sexual Abuse*
- *Diagnostic Imaging of Child Abuse*
- *Battered Child Syndrome: Investigating Physical Abuse and Homicide*
- *Interviewing Child Witnesses and Victims of Sexual Abuse*
- *Child Neglect and Munchausen Syndrome by Proxy*
- *Burn Injuries in Child Abuse*
- *Law Enforcement Response to Child Abuse*
- *Criminal Investigation of Child Sexual Abuse*
- *Understanding and Investigating Child Sexual Exploitation*
- *Forming a Multidisciplinary Team To Investigate Child Abuse*
- *Use of Computers in the Sexual Exploitation of Children*

These guides are not intended to be comprehensive, nor are they meant to take the place of training seminars (although they can be a valuable adjunct to formal investigative training). Rather, the purpose of the series is to provide practical guidance in a user-friendly format for on-the-job reference. As the name of the series suggests, the guiding principle in its development has been to create publications that would be both substantive and handy to consult.

Investigators with little experience in investigating child abuse and neglect will find reliable direction in the Portable Guides, and experienced investigators will find helpful reminders and succinct review. However, these guides are not intended solely for police officers and detectives. Social workers, physicians, nurses, emergency medical technicians, firefighters, psychologists, attorneys, judges—anyone on the frontlines of reporting, investigating, and prosecuting crimes against children—will find them useful as well.

Written by recognized experts in each subject area, the Portable Guides

From the Administrator

To grow into healthy, productive citizens, children need safe and nurturing families and communities. When children are abused, neglected, or otherwise maltreated, law enforcement, court, and child protective services professionals must intercede rapidly and effectively on their behalf.

The investigation of crimes against children presents many challenges. Children may be unable or afraid to talk. Witnesses may not cooperate. Collecting physical evidence can be a complicated process. To assist those who work on child victimization issues, the Office of Juvenile Justice and Delinquency Prevention developed this Portable Guide series. Subjects covered include the recognition of injuries caused by abuse, techniques for collecting evidence and for interviewing victims and witnesses, formation of multidisciplinary investigative teams, and the use of computers in the sexual victimization of children.

These concise reference guides can readily be kept in patrol car glove compartments and other easily accessible locations. I hope that they will aid your efforts to protect children from abuse and neglect and bring those who prey upon them to justice.

Shay Bilchik
Administrator

CG030809

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present fundamental information in straightforward, uncomplicated language using bulleted lists, tables, charts, checklists, and sample forms. Measuring 5 by 9 inches, the Portable Guides are compact enough to be stored easily in the glove compartment of a police cruiser. At 16 to 24 pages in length, they are concise enough for quick reference.

For those who desire additional information, each guide also includes a list of supplemental readings and contact information for organizations that offer training in investigation or resources related to the topic. The inside back cover of each guide carries a list of the principal reference and training organizations in the field of child abuse and neglect, with telephone and fax numbers.

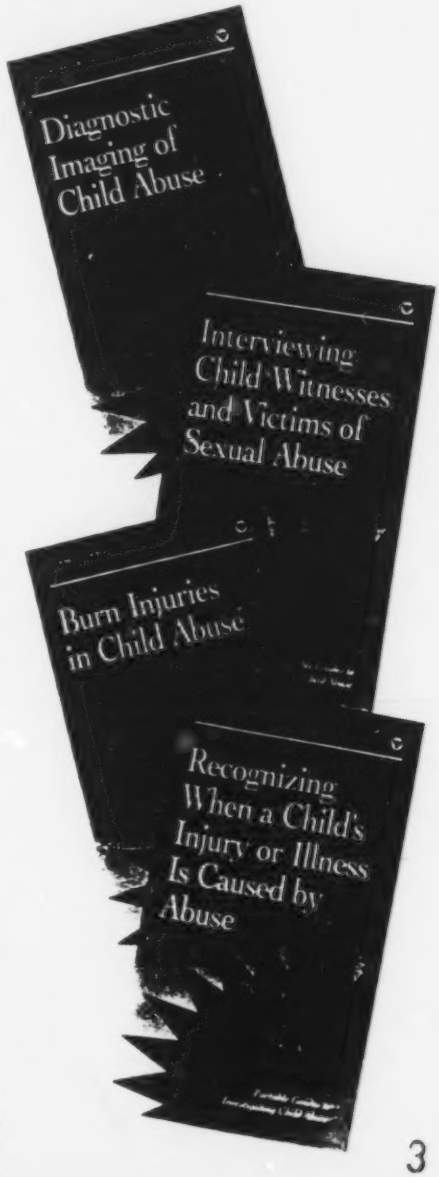
A Multidisciplinary Resource

A multidisciplinary team (MDT) approach that coordinates the activities of law enforcement, child welfare, medical, mental health, and legal agencies is widely recognized as the most effective approach to cases involving child maltreatment. The needs of a child who has been victimized are best served when police officers, detectives, social workers, physicians, therapists, and prosecutors understand what each is mandated to accomplish and how their procedures and protocols interrelate. Communication is the cornerstone of the MDT approach.

The Portable Guides to Investigating Child Abuse series evolved from an effort to facilitate communication between law enforcement and the other professions represented on an MDT. OJJDP initially identified a need for better communication between the law enforcement and medical communities. Officers and detectives working on suspected cases of child abuse require a basic understanding of medical procedures and diagnoses and the implications of these for the cases they investigate. Physicians and other medical personnel need to understand the requirements of an investigation and the best way to convey complex medical information to investigators.

OJJDP convened a focus group of nationally recognized leaders in the field of child abuse investigation to discuss the best format for addressing this need. The participants, who included police officers, agents from the Federal Bureau of Investigation (FBI), prosecutors, and physicians, agreed unanimously that there was a significant need for such guidance within the law enforcement community. Their discussion also revealed that the need for information extended beyond the medical aspects of child abuse cases, and they identified the topics currently represented in the Portable Guide series.

The authorship of these guides reflects the necessity of a multidisciplinary approach to investigating child abuse. In addition to representatives of various strata of the law enforcement community, from the local level to the FBI, the authors of the guides include several physicians (pediatricians, radiologists, surgeons), a psychologist, a professor of social work, a medical photographer, and an attorney. The following synopses illustrate the multidisciplinary scope of the series.


Diagnostic Imaging of Child Abuse
Interviewing Child Witnesses and Victims of Sexual Abuse
Burn Injuries in Child Abuse
Recognizing When a Child's Injury or Illness Is Caused by Abuse

Synopses of the Portable Guides

Recognizing When a Child's Injury or Illness Is Caused by Abuse

Robert Hugh Farley, *M.S., Detective, Cook County Sheriff's Police Department, Federal Child Exploitation Strike Force, Chicago, Illinois, and* ***Robert M. Reece,*** *M.D., Clinical Professor of Pediatrics, Tufts University School of Medicine, Medford, Massachusetts, and Director, Institute for Professional Education, Massachusetts Society for the Prevention of Cruelty to Children (MSPCC), Boston, Massachusetts.*

In cases involving a bruised or otherwise injured child, or one with a suspicious illness, law enforcement and child protective services personnel are faced with the question "Could this be child abuse?" To answer this question accurately, they must be able to evaluate the credibility of explanations given by parents or caretakers, and to do that, they must be able to recognize discrepancies between an injury and its reported cause. This guide provides criteria to help investigators make these determinations. The topics covered include repetitive accidents, bruises, burns, poisoning, head injuries, eye injuries, and internal injuries. The discussion of bruises addresses how to judge the age of a bruise, what the configuration of a bruise indicates about its origin, and what the causes of natural or normal bruising are. The section on burns discusses characteristics of the history, location, and pattern of burn injuries that suggest whether the burn was accidental or not. An "Investigator's Checklist for Use in Suspected Cases of Physical Child Abuse" sums up important questions and issues for investigators to consider.

This guide also includes a section devoted to sudden infant death syndrome (SIDS), including a comprehensive table of "Criteria for Distinguishing SIDS From Fatal Child Abuse and Other Medical Conditions." The following criteria are addressed: the circumstances surrounding the death of the child; the age of the child; the findings of the physical examination and laboratory

studies at the time of death: the history of the pregnancy, delivery, and infancy; the findings of the death scene investigation; previous infant deaths in the family; autopsy findings; and the previous involvement of child protective services or law enforcement. The "Resources" section of this guide includes a list of publications on SIDS and contact information for seven organizations that provide information on SIDS. **(NCJ 160938)**

Photodocumentation in the Investigation of Child Abuse

Lawrence R. Ricci, *M.D., Director of the Child Abuse Program at the Spurwink Clinic, Portland, Maine, and* ***Brian S. Smistek,*** *Director of Medical Media, The Children's Hospital of Buffalo, Buffalo, New York.*

Photographs that clearly document a child's injuries can be critical to the prosecution of child abuse cases. Improper camera equipment and film, insufficient methods of photographing the victim's injuries, and misinformation about or mislabeling of photographs can limit the effectiveness of photographic evidence. This guide offers information on photographic equipment and methods that will aid investigators in obtaining the best possible photographic evidence in child abuse cases. The topics covered include the advantages and disadvantages of different types of cameras, methods of handling and storing film, ultraviolet photography, general procedures, and the best ways to photograph child victims. Specific methods are presented for photographing punctures, slashes, rope burns, pressure injuries, bite marks, bruises, burns, facial injuries, amputation, and signs of neglect. Guidelines are given for interacting with children who have suffered sexual abuse and for photographing their injuries. **(NCJ 160939)**

Sexually Transmitted Diseases and Child Sexual Abuse

Margaret R. Hammerschlag, *M.D., Professor of Pediatrics and Medicine, State University of New York Health Science Center at Brooklyn, Brooklyn, New York.*

Although the presence of a sexually transmitted disease (STD) in a child raises suspicions of sexual abuse, infants can acquire some STD infections from their mothers while in the womb or during delivery. Such infections may last for up to 3 years. When investigating a case involving a child with an STD, law enforcement officials must try to determine whether the infection was caused by sexual contact and, for purposes of prosecution, whether the diagnostic method was appropriate. This guide contains information that will help in both of these endeavors, including a detailed table presenting the incubation period, clinical manifestations, modes of transmission, and proper methods of diagnosis for all principal STD's. **(NCJ 160940)**

Diagnostic Imaging of Child Abuse

Randell Alexander, *M.D., Ph.D., Associate Professor of Pediatrics, The University of Iowa, Iowa City, Iowa, and* ***Paul K. Kleinman,*** *M.D., Professor of Radiology and Pediatrics, Director of Pediatric Radiology, and Director of the Imaging Center for Child Abuse and Neglect, University of Massachusetts Medical Center, North Worcester, Massachusetts.*

The findings of radiological imaging studies can be crucial in documenting the occurrence of physical child abuse. In some cases, an imaging study performed to diagnose another condition may provide the first indication that the child has been abused. This guide summarizes for investigators the advantages and disadvantages of x-ray studies, computed tomography (CT) scans, magnetic resonance imaging (MRI) scans, and other radiological methods used in diagnosing skeletal, intracranial, and thoracoabdominal injuries. The issues addressed include when imaging studies should be performed, what modalities are best for imaging certain kinds of injuries, and what kinds of findings may indicate child abuse. Medical terminology is explained in lay terms.

This guide also discusses shaken baby syndrome at length. The authors explain how injury occurs in shaken baby syndrome, describe the symptoms found in an infant who has been violently shaken, and give recommendations for diagnostic imaging in suspected cases. This section concludes with a summary of guidelines for investigators. **(NCJ 161235)**

Battered Child Syndrome: Investigating Physical Abuse and Homicide

Rob Parrish, *J.D., Senior Child Abuse Counsel, Children's Justice Division, Office of the Attorney General, Salt Lake City, Utah.*

This guide alerts investigators to the importance of recognizing the signs of repeated beating and mistreatment that constitute battered child syndrome. Evidence of past abuse may help refute claims that the current injuries were accidental and may prove critical to successful prosecution. Guidelines are given for interviewing parents or caretakers and medical personnel and for investigating the crime scene. The author stresses the importance of obtaining both physical evidence and a photographic record of the crime scene and the child's injuries. This guide includes some discussion of differentiating between accidental and nonaccidental injuries.

The author also focuses on child homicide and examines three conditions that must be considered when a child has died under suspicious circumstances in which there is no obvious sign of physical abuse: shaken baby syndrome, Munchausen syndrome by proxy, and sudden infant death syndrome. The "Resources" section of this guide includes references on child fatalities and child fatality laws, sudden infant death syndrome, death certification, and death statistics. **(NCJ 161406)**

Interviewing Child Witnesses and Victims of Sexual Abuse

Karen J. Saywitz, *Ph.D., Associate Professor, University of California–Los Angeles School of Medicine, and Director, Child and Adolescent Psychology Training and Services, Department of Psychiatry, Harbor–UCLA Medical Center, Torrance, California, and* ***Kathleen Coulborn Faller,*** *Ph.D., Professor of Social Work and Faculty Director of the Civitas Child and Family Program, University of Michigan, Ann Arbor, Michigan.*

This guide is divided into two sections. The first, "General Guidelines for Interviewing Children," by Karen Saywitz, identifies four key attributes for conducting an interview with a child that will yield useful, factual information: flexibility, empathy, objectivity, and sensitivity to the child's level of development. Guidance on how to talk to children is given through many examples of how to phrase statements and questions in a neutral, nonjudgmental manner that is appropriate to different ages and levels of understanding. Strategies for simplifying language and for assessing a child's understanding are summarized in charts, and the

(Continued on page 7)

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Resources for Information, Training, and Technical Assistance

American Academy of Pediatrics

Department C: Sexual Abuse
P.O. Box 927
Elk Grove Village, IL 60009–0927
847–228–5005
847–228–5097 (fax)
www.aap.org

The American Academy of Pediatrics (AAP) offers numerous materials for professionals working in the field of child abuse, including policy statements, a program on the visual diagnosis of child physical abuse, and resources for prevention, recognition, and treatment available in print and on CD–ROM. AAP also publishes a public education brochure on child sexual abuse.

American Professional Society on the Abuse of Children

407 South Dearborn, Suite 1300
Chicago, IL 60605
312–554–0166
312–554–0919 (fax)
www.apsac.org

The American Professional Society on the Abuse of Children (APSAC) is the Nation's only interdisciplinary society for professionals working in the field of child abuse and neglect. It supports research, education, and advocacy that enhance efforts to respond to abused children, those who abuse them, and the conditions associated with their abuse. APSAC's major goal is to promote effective interdisciplinary coordination and practice among the social workers, physicians, psychologists, researchers, attorneys, law enforcement officers, nurses, judges, educators, and allied professionals who respond to child maltreatment. APSAC is dedicated to:

- Improving coordination among professionals in the field of child abuse prevention, identification, assessment, intervention, treatment, and research.
- Developing national interdisciplinary practice guidelines for professionals who work with abused children, their families, offenders, and adult survivors of abuse.
- Encouraging research in all fields of child maltreatment and disseminating research findings in usable form to all professionals in the field.
- Furthering interdisciplinary professional education.
- Providing guidance, support, and encouragement for professionals in this difficult field.

APSAC's annual colloquium offers advanced interdisciplinary professional education with seminars addressing all aspects of child maltreatment: prevention, assessment, intervention, and treatment with victims, perpetrators, and families affected by physical, sexual, and psychological abuse and neglect. These seminars are designed specifically for advanced professionals in mental health, law, medicine, law enforcement, child protective services, and allied fields.

Child Welfare League of America

440 First Street NW., Suite 310
Washington, DC 20001–2085
202–638–2952
202–638–4004 (fax)
www.cwla.org

The Child Welfare League of America (CWLA) is the Nation's oldest and largest nonprofit organization developing and promoting policies and programs to protect children. CWLA's membership comprises more than 1,000 public and not-for-profit agencies that provide a wide range of services to more than 2.5 million at-risk, abused, neglected, and otherwise vulnerable children and youth and their families.

In cooperation with the State child welfare agencies, CWLA has developed the National Data Analysis System (NDAS), the Nation's first comprehensive, interactive child welfare database. Accessed through CWLA's Web site, NDAS promotes effective integration of research, policy, and practice by enabling users to create customized tables and graphs and by providing information and links necessary to understand the data.

Kempe Children's Center

1825 Marion Street
Denver, CO 80218
303–864–5252
303–864–5302 (fax)
www.kempecenter.org
E-mail: Kempe@KempeCenter.org

The Kempe Children's Center (formerly the C. Henry Kempe National Center for the Prevention and Treatment of Child Abuse and Neglect) emphasizes the development of treatment programs for abused children, conducts training and consultation programs, and offers technical assistance. A catalog of materials and services is available upon request.

Missing and Exploited Children's Training Programs

Fox Valley Technical College
Criminal Justice Department
P.O. Box 2277
1825 North Bluemound Drive
Appleton, WI 54913–2277
800–648–4966
920–735–4757 (fax)
www.foxvalley.tec.wi.us/ojjdp

The Missing and Exploited Children's Training Programs, sponsored by OJJDP and Fox Valley Technical College, serve law enforcement, social workers, prosecutors, judges, probation officers, elected officials, State Advisory Groups, and nonprofit service providers. Courses are offered on the following topics:

- **Child Abuse and Exploitation Investigative Techniques.** This course addresses recognition of signs of abuse, collection and preservation of evidence, preparation of cases for prosecution, techniques for interviewing victims and offenders, liability issues, child prostitution, and the perspective of child protective services.
- **Child Abuse and Exploitation Team Investigative Process.** This course provides hands-on training for investigative teams that focuses on the development of interagency processes and protocols for enhanced enforcement, prevention, and intervention in child abuse cases. Teams are assisted in the development of their own interagency implementation plan for improved investigation of child abuse.

- **Child Sexual Exploitation Investigations.** This course presents information on the behavior of the child predator, missing children, child prostitution, use of computers in child exploitation, obtaining and executing search warrants, interviewing the victim, interrogating the suspect, prosecution, Federal agencies' roles and resources, Federal statutes, case enhancement/victim services, and managing the child exploitation problem.
- **Responding to Missing and Abducted Children.** This course deals with the investigation of nonfamily abductions, family abductions, and runaway/thrown-away children; victim impact; reunification/recovery; media; case management; and case enhancement resources.

National Center for Missing and Exploited Children

699 Prince Street
Alexandria, VA 22314–3175
800–THE–LOST (800–843–5678)
(hotline and child pornography tipline)
703–274–3900 (business number)
703–274–2220 (fax)
800–826–7653 (TDD)
www.missingkids.org

The National Center for Missing and Exploited Children (NCMEC) is a private, nonprofit organization that operates under a congressional mandate through a cooperative agreement with OJJDP. NCMEC's mission is to assist in the location and recovery of missing children and to prevent the abduction, molestation, sexual exploitation, and victimization of children. One of NCMEC's primary activities is its 24-hour multilingual hotline and child pornography tipline. NCMEC's CyberTipline (www.missingkids.com/cybertip) allows parents and children to report sexual exploitation by submitting an online form that is reviewed by an Exploited Child Unit information analyst and submitted to law enforcement to include the FBI, the U.S. Customs Service, and the U.S. Postal Inspection Service. NCMEC also provides a wide range of free services to law enforcement, including technical case assistance; leads/sightings and information dissemination; photograph and poster preparation and rapid distribution; age-enhancement, facial reconstruction, and imaging/identification services; informational analysis; database searches; educational material and publications; and training.

The Jimmy Ryce Law Enforcement Training Center at NCMEC is a national training program that promotes awareness of FBI and other Federal resources that assist law enforcement agencies investigating missing children cases. The following courses are offered: Chief Executive Officer Seminars, which focus on broad coordination and policy concerns, comprehensive response protocols, liability issues, Federal resources, and the new National Crime Information Center (NCIC) flagging system; Responding to Missing and Exploited Children Cases, which provides detailed information on lead and case management, child homicide solvability factors, the impact on victims, and Federal resources; and the NCIC Control Terminal Officer (CTO) Course, which trains State CTO's with regard to the NCIC flagging system and available Federal technical assistance.

NCMEC also coordinates child protection efforts with the private sector and provides information on effective State legislation to ensure the protection of children.

National Center for Prosecution of Child Abuse

American Prosecutors Research Institute
99 Canal Center Plaza, Suite 510
Alexandria, VA 22314
703–739–0321
703–549–6259 (fax)

The National Center for Prosecution of Child Abuse provides a central resource for improving responses to the physical, sexual, and fatal abuse of children and to criminal child neglect. Its services include expert training and technical assistance by experienced attorneys through indepth training conferences, site visits, State-specific professional development programs, and telephone consultations; the Nation's only clearinghouse on criminal child abuse case law, statutory initiatives, court reforms, and trial strategies; and publications such as the two-volume manual *Investigation and Prosecution of Child Abuse*, the monthly newsletter *Update*, monographs, annual statutory summaries, and special reports.

National Center for the Analysis of Violent Crime

Federal Bureau of Investigation
FBI Academy
Quantico, VA 22135
800–634–4097
540–720–4700
540–720–4790 (fax)

The National Center for the Analysis of Violent Crime (NCAVC) is a specialized rapid-response unit that works closely with FBI field offices and State and local law enforcement authorities. NCAVC provides investigative support through violent crime analysis, forensic resource coordination, interview and interrogation strategies, behavioral science profiling of unknown offenders, trial preparation and prosecutorial strategies, and expert testimony. NCAVC also provides onsite assistance to law enforcement agencies upon request and can facilitate access to other FBI services such as Rapid-Start (a major case management support system), Evidence Response Teams, and laboratory services.

National Center for Youth Law

114 Sansome Street, Suite 900
San Francisco, CA 94104
415–543–3307
415–956–9024 (fax)
E-mail: info@youthlaw.org
www.youthlaw.org

The National Center for Youth Law (NCYL) provides information, training, and consultation on youth law matters to legal services attorneys and other professionals serving poor children and youth. Its areas of expertise include abuse and neglect, termination of parental rights, public benefits for children, children's health, and the rights of children living in institutions.

National Children's Alliance

1319 F Street NW., Suite 1001
Washington, DC 20004
800–239–9950
202–639–0597
202–639–0511 (fax)
www.nca-online.org

Children's Advocacy Centers (CAC's) are community-based programs that bring together representatives from law enforcement, child protective services, prosecution, mental health, and the medical community in multidisciplinary teams to address the investigation, treatment, and prosecution of child abuse cases. The National Children's Alliance (NCA, formerly the National Network of Children's Advocacy Centers) is a not-for-profit membership organization of

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CAC's, child advocacy programs, and individuals. NCA sets national standards for CAC's and provides leadership and advocacy for these programs on a national level, including national training events and training and technical assistance grants. Primary funding for NCA comes from OJJDP, which has also established four Regional Children's Advocacy Centers to assist communities in improving their response to child abuse:

- **Midwest Regional Children's Advocacy Center,** 888–422–2955, www.nncac.org/mrcac.
- **Southern Regional Children's Advocacy Center,** 800–747–8122, www.nncac.org/srcac.
- **Northeast Regional Children's Advocacy Center,** 215–387–9500, 800–662–4124, www.nncac.org/nrcac.
- **Western Regional Children's Advocacy Center,** 800–582–2203, www.nncac.org/wrcac.

These regional centers provide information, consultation, and training and technical assistance to help establish child-focused programs that facilitate and support coordination among agencies responding to child abuse.

National Clearinghouse on Child Abuse and Neglect Information

330 C Street SW.
Washington, DC 20447
800–FYI–3366
703–385–7565 (Washington, DC, metropolitan area)
703–385–3206 (fax)
www.calib.com/nccanch
E-mail: nccanch@calib.com

The National Clearinghouse on Child Abuse and Neglect Information is a service of the National Center on Child Abuse and Neglect (NCCAN), an agency within the Administration on Children, Youth and Families, Administration for Children and Families, U.S. Department of Health and Human Services. The Clearinghouse provides access to the most extensive collection of information on child maltreatment in the world. Professionals and members of the general public can obtain up-to-date information on all aspects of child abuse and neglect from the Clearinghouse, which will provide annotated bibliographies on specific topics or a copy of the database on CD–ROM on request.

NCCAN publishes the User Manual Series, manuals designed to provide guidance to professionals in the child protection system and to enhance community collaboration and the quality of services provided to children and families. Two manuals in this series of particular interest to law enforcement officials are *A Coordinated Response to Child Abuse and Neglect: A Basic Manual* (1992) and *The Role of Law Enforcement in the Response to Child Abuse and Neglect* (1992). A related publication is *Joint Investigations of Child Abuse: Report of a Symposium* (1993). These publications are available from the Clearinghouse.

The Clearinghouse also coordinates the Child Abuse and Neglect State Statute Series. A joint project of NCCAN and the National Center for Prosecution of Child Abuse, this five-volume series summarizes State statutes on child abuse and neglect in nontechnical language: Volume I, Reporting Laws; Volume II, Central Registries; Volume III, Investigations; Volume IV, Child Witnesses; Volume V, Crimes. The series is updated annually and can be purchased in whole or in part from the Clearinghouse.

National Council of Juvenile and Family Court Judges

University of Nevada
P.O. Box 8970
Reno, NV 89507
775–784–6012
775–784–6628
www.ncjfcj.unr.edu
E-mail: admin@ncjfcj.unr.edu

The National Council of Juvenile and Family Court Judges (NCJFCJ) represents the more than 9,000 U.S. judges who exercise jurisdiction over delinquency, abuse and neglect, divorce, custody, support, domestic violence, and similar types of cases throughout the country. This past year, NCJFCJ conducted or assisted in conducting 142 training programs at its headquarters' training facility, the National College of Juvenile and Family Law.

National Court Appointed Special Advocates Association

100 West Harrison Street
North Tower Suite 500
Seattle, WA 98119–4123
800–628–3233
206–270–0072
206–270–0078 (fax)
www.nationalcasa.org

The National Court Appointed Special Advocates Association (National CASA) is a nonprofit membership organization that supports and develops local CASA programs. CASA—Court Appointed Special Advocates for children—trains community volunteers who are appointed by a judge to speak for abused and neglected children in court. Contact National CASA for startup or local program information.

National Resource Center on Child Maltreatment

1349 West Peachtree Street NE.
Suite 900
Atlanta, GA 30309
404–881–0707
404–876–7949 (fax)
www.gocwi.org/nrccm/

The objectives of the National Resource Center on Child Maltreatment (NRCCM) are to identify, develop, and promote the application of child protective service models that are responsive to State, tribal, and community needs. Operated jointly by the Child Welfare Institute and ACTION for Child Protection, NRCCM offers training, technical assistance, consultation, and information in response to identified needs relating to preventing, identifying, intervening in, and treating child abuse and neglect.

Prevent Child Abuse America

200 South Michigan Avenue, 17th Floor
P.O. Box 94283
Chicago, IL 60690–9950
800–CHILDREN
312–663–3520
312–939–8962 (fax)
www.childabuse.org

Prevent Child Abuse America is a not-for-profit organization that has worked for more than 25 years with local, State, and national groups to create public awareness of child abuse and promote healthy parenting and community involvement as effective strategies for preventing child abuse.

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author suggests ways to help children overcome their anxieties and deal with questions they don't understand. The section concludes with a detailed discussion of five phases of conducting an interview: preparation, setting and context, rapport building and developmental observations, information exchange, and closure.

The second section of this guide, "Interviewing Children Who May Have Been Sexually Abused," by Kathleen Faller, focuses on techniques for interviewing children in cases where sexual abuse has been alleged. Beginning with the challenges facing the interviewer in such cases, the discussion covers evaluating the level of likelihood that abuse has occurred, preparing for the interview, questioning, using anatomical dolls and other media, weighing the evidence, assessing the level of certainty, and deciding how to proceed. The author stresses the importance of using questions that are more open ended and avoiding leading or coercive questions. She presents a continuum of examples of investigative questions, beginning with the kinds of open-ended questions that elicit the most credible responses and concluding with the kinds of close-ended questions that should never be used with child victims. The use of polygraph tests and the significance of null findings are also addressed. **(NCJ 161623)**

Child Neglect and Munchausen Syndrome by Proxy

Donna Rosenberg, *M.D., Assistant Professor of Pediatrics, University of Colorado School of Medicine, Denver, Colorado, and Forensic Pediatrician, Colorado Child Fatality Review Team.*

In cases of child neglect, the success of the investigation, the collection of evidence, and the court proceedings may hinge on the investigator's understanding of what constitutes neglect. This guide explores the complex issue of child neglect, beginning with the standard against which neglect is measured: the duty of the child's parents or designated caretakers to provide a reasonable and prudent level of care for the child. The primary ways in which parents may fail in this duty to a degree that constitutes neglect are then examined. These topics include the failure to provide food, fluids, medical care, nurturance, or supervision, or to intervene when the child is endangered. Under each of these areas, the circumstances that qualify as neglect are defined and the ways to detect neglect are described. These include the types of evidence to look for, the kinds of records to check, the points to look for in medical or autopsy records, and the people who should be consulted. Guidance is given on factors to consider when deciding to seek civil or criminal court involvement. The importance of distinguishing neglect caused by poverty from neglect not caused by poverty is also discussed.

This guide also addresses Munchausen syndrome by proxy (MSBP), a form of child abuse in which a parent intentionally fabricates an unidentifiable illness in the child, sometimes with serious or even fatal consequences. The author presents criteria for diagnosing MSBP and summarizes in a table the most common symptoms exhibited by children who are victims of MSBP and the mechanisms perpetrators use to cause these symptoms. Investigation by a multidisciplinary team is recommended, and the personnel needed for the team and the goals of the investigation are outlined. **(NCJ 161841)**

Burn Injuries in Child Abuse

Phylip J. Peltier, *Criminal Investigator, San Diego District Attorney's Office, San Diego, California;* ***Gary Purdue,*** *M.D., Professor, Department of Surgery, The University of Texas Southwestern Medical Center, and Co-Medical Director, Burn Intensive Care Unit, Parkland Memorial Hospital, Dallas, Texas; and* ***Jack R. Shepherd,*** *Inspector and Executive Assistant, Investigative Services Bureau, Michigan State Police, East Lansing, Michigan.*

This guide focuses on methods for determining whether a child's burn injury was deliberately inflicted or resulted from an accident. Three types of burn injuries are considered: those caused by spills or splashes, those caused by immersion in a tub or other container of hot liquid, and those caused by contact with flames or hot solid objects. Burn patterns indicative of each type of injury are described and the ways each type of burn is typically inflicted are discussed. Skin conditions that may give the appearance of a burn injury are also described. The authors present recommendations regarding medical examination, reenactment of the incident to determine the veracity of the caretaker's report, documentation, and working with other agencies. The guide includes a table outlining the characteristics of first- through fourth-degree burns; an evidence worksheet, with instructions, for use at the scene of an immersion burn; and an Investigator's Checklist. **(NCJ 162424)**

Law Enforcement Response to Child Abuse

Bill Hammond, *Law Enforcement Consultant/Trainer, Rockville, Maryland;* ***Kenneth Lanning,*** *M.S., Supervisory Special Agent, Federal Bureau of Investigation Missing and Exploited Children's Task Force, Quantico, Virginia;* ***Wayne Promisel,*** *Detective, Child Services Section, Fairfax County Police Department, Fairfax, Virginia;* ***Jack R. Shepherd,*** *Inspector and Executive Assistant, Investigative Services Bureau, Michigan State Police, East Lansing, Michigan; and* ***Bill Walsh,*** *Lieutenant, Dallas Police Department Youth and Family Crimes Division, Dallas, Texas.*

The responsibility for handling cases of child abuse does not rest with law enforcement alone. Social workers, physicians, therapists, and attorneys also play an integral part in these cases. Effective functioning of these professionals as a multidisciplinary team (MDT) requires that they understand each other's roles, responsibilities, and terminology, so that they can cooperate and coordinate their efforts. This guide presents an overview of the role of law enforcement in responding to child abuse cases. It addresses the importance of developing protocols for working with the other MDT professionals and provides information that will help ensure the consistency of response essential to the success of an investigation.

Particular attention is given to working with the medical profession and to the issues involved in placing a child in emergency protective custody. Guidelines are provided for responding after receipt of the referral, acquiring information for the preliminary report, preserving the crime scene, and proceeding during the follow-up investigation and court phase. An "Investigator's Sample Child Sexual Assault Protocol" covers interviewing the victim, obtaining a medical examination, handling evidence, and implementing subpoena procedures. **(NCJ 162425)**

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Related Publications From Office of Justice Programs Agencies

A number of publications from the Office of Justice Programs agencies—the Office of Juvenile Justice and Delinquency Prevention, the Bureau of Justice Assistance, the Bureau of Justice Statistics, the National Institute of Justice, and the Office for Victims of Crime—address topics related to child abuse and neglect. The following titles represent a sample of these publications. All are available through the Juvenile Justice Clearinghouse (JJC), a component of the National Criminal Justice Reference Service (NCJRS), by telephone at 800–638–8736; by mail at P.O. Box 6000, Rockville, MD 20850; or by e-mail at puborder@ncjrs.org. Unless otherwise noted, there is no cost for these publications. In addition, many of them are available online at the NCJRS Justice Information Center, www.ncjrs.org. The NCJRS library and database also have thousands of other titles related to this subject. Ask JJC for more information.

Breaking the Cycle of Violence: Recommendations To Improve the Criminal Justice Response to Child Victims and Witnesses, NCJ 176983

Child Abuse: Prelude to Delinquency? ($10.50), NCJ 104275

Child Rape Victims, 1992, NCJ 147001

Child Sexual Exploitation: Improving Investigations and Protecting Victims—A Blueprint for Action, NCJ 153527

Child Sexual Molestation: Research Issues, NCJ 163390

The Child Victim as a Witness, NCJ 149172

Child Victimization and Risk for Alcohol and Drug Arrests, FS–000108

Child Victimizers: Violent Offenders and Their Victims, NCJ 153258

Children Exposed to Violence: Criminal Justice Resources, NCJ 176984

Children's Justice Act Discretionary Grant Program for Native Americans, FS–000177

Coordinating Criminal and Juvenile Court Proceedings in Child Maltreatment Cases, FS–000157

Court Appointed Special Advocates: A Voice for Abused and Neglected Children in Court, NCJ 164512

The Emotional Effects of Testifying on Sexually Abused Children, NCJ 146414

Federal Resources on Missing and Exploited Children: A Directory for Law Enforcement and Other Public and Private Agencies, NCJ 161475

Helping To Prevent Child Abuse—and Future Criminal Consequences: Hawai'i Healthy Start, NCJ 156216

Improving Tribal/Federal Prosecution of Child Sexual Abuse Cases Through Agency Cooperation, NCJ 172877

The Missing and Exploited Children's Program, FS–9761

New Approach to Interviewing Children: A Test of Its Effectiveness, NCJ 135011

New Directions From the Field: Victims' Rights and Services for the 21st Century: Child Victims, NCJ 172827

Police and Child Abuse: New Policies for Expanded Responsibilities ($15), NCJ 129947

Prosecuting Child Physical Abuse Cases: A Case Study in San Diego, NCJ 152978

Prosecuting Child Physical Abuse Cases: Lessons Learned From the San Diego Experience, FS–000078

Resource Guidelines: Improving Court Practice in Child Abuse and Neglect Cases, NCJ 156842

Special Joint Report: Federal Agency Task Force for Missing and Exploited Children, NCJ 166595 (available online and through interlibrary loan)

Victims of Childhood Sexual Abuse: Later Criminal Consequences, NCJ 151525

VOCA: Helping Victims of Child Abuse, FS–9526

When the Victim Is a Child, Second Edition, NCJ 136080

When Your Child Is Missing: A Family Survival Guide, NCJ 170022

Criminal Investigation of Child Sexual Abuse

Richard L. Cage, *M.A., Detective Sergeant, Montgomery County Police Department, Wheaton, Maryland, and* ***Donna M. Pence,*** *M.A., Special Agent, Tennessee Bureau of Investigation, Nashville, Tennessee.*

Investigations of child sexual abuse allegations are complicated by a number of barriers. The child may be reluctant to discuss the abuse; there may be little or no physical or medical evidence; and the toll on the investigator's emotions can be overwhelming. This guide begins with a discussion of these and other barriers and then presents techniques for conducting an investigation that will successfully support or disprove an accusation of child sexual abuse beyond a reasonable doubt in a court of law. A multidisciplinary team approach that brings community agencies, the courts, and healthcare providers into the investigation along with law enforcement and child protective services is recommended.

Guidance is given on interviewing the child, the nonoffending parent or caregiver, siblings and other possible victims, relatives and friends of the victim, and the suspect. Lists of specific questions regarding the child, the suspect, and the child's relationship with the suspect are included in the discussion of the interview of the nonoffending parent. The discussion of the interview of the suspect presents recommendations regarding the timing of the interview and addresses the importance of maintaining an objective, nonjudgmental stance.

The second part of this guide focuses on gathering physical evidence. Search warrants, procedures for conducting searches of the crime scene, and the issue of the medical examination are reviewed. Tables are used to summarize the types of evidence to look for and to present examples of how the child's statements during the interview can provide leads to physical evidence. **(NCJ 162426)**

Understanding and Investigating Child Sexual Exploitation

Kenneth Lanning, *M.S., Supervisory Special Agent, Federal Bureau of Investigation, Missing and Exploited Children's Task Force, Quantico, Virginia, and* ***Robert Hugh Farley,*** *M.S., Detective, Cook County Sheriff's Police Department, Federal Child Exploitation Strike Force, Chicago, Illinois.*

The dynamics of the sexual exploitation of children in child sex rings or child pornography differ from those of intrafamilial cases of child sexual abuse. Successful investigation of cases involving child sexual exploitation demands an understanding of preferential sex offenders: serial offenders who prey on children. This guide presents a detailed overview of the highly predictable behavior patterns of these offenders, the ploys they use to manipulate children, and the dynamics of child sex rings and then applies this information to techniques for investigating this type of case.

The authors advocate coordinating the investigation through a multidisciplinary team (MDT) approach and present guidelines for developing an MDT protocol. They discuss issues that must be taken into account when interviewing victims of child sex rings and provide an "Investigator's Checklist" of specific questions regarding the abuse, the offender, other victims, the use of pornography, photographing or videotaping of the victim, other forms of physical evidence, other instances of abuse, and results for the victim.

Procedures are given for investigating and interviewing offenders based on their typical long-term, persistent patterns of behavior. Search warrants and recovery of evidence are discussed, and the guide includes both a sample consent-to-search form and a list of suggested items to recover from suspected offenders. The guide concludes with a brief discussion of how preferential sex offenders make use of online computer services to validate their interests and behavior, organize material, access and distribute child pornography, and find potential new victims. **(NCJ 162427)**

Forming a Multidisciplinary Team To Investigate Child Abuse

***Mark Ells**, J.D., Research Assistant Professor, Center on Children, Families, and the Law, University of Nebraska, Lincoln, Nebraska.*

Multidisciplinary teams (MDT's) comprising professionals from law enforcement, child protective services, prosecution, medicine, counseling, and related fields have proven to be highly effective in responding to reports of child abuse and neglect. The interagency cooperation, coordination, and collaboration effected through an MDT ensure a timely and

Internet Crimes Against Children Program

In September 1998, with 10 awards to State and local law enforcement agencies across the Nation, OJJDP began a national program to counter the emerging threat of offenders using the Internet or other online technology to sexually exploit children. Designed to encourage communities to adopt a multidisciplinary, multijurisdictional response to this threat, the Internet Crimes Against Children (ICAC) Task Force Program ensures that participating State and local law enforcement agencies can acquire the necessary knowledge, equipment, and personnel resources to prevent, interdict, or investigate ICAC offenses. Under this program, ICAC task forces serve as regional sources of prevention, education, and investigative expertise to provide assistance to parents, teachers, law enforcement, and professionals working on child victimization issues.

Policing in cyberspace presents new and unique challenges for American law enforcement. In cyberspace, traditional boundaries are ignored and the usual constraints of time, place, and distance lose their controlling influence. Because very few cases start and end within the same jurisdiction, nearly all ICAC investigations involve multiple jurisdictions and require extensive multiagency collaboration. However, multiagency collaboration is challenging. Federal, State, and local law enforcement organizations have legitimate, understandable concerns about initiating cases based on information that may have been gathered through inappropriate conduct or investigative techniques by officers of another agency.

OJJDP has established operational and investigative standards for the ICAC Task Force Program through a collaborative process with the 10 original ICAC Task Force agencies and the Federal Bureau of Investigation (FBI); U.S. Customs Service (USCS); U.S. Postal Inspection Service (USPIS); U.S. Department of Justice, Criminal Division, Child Exploitation and Obscenity Section (CEOS); and the National Center for Missing and Exploited Children (NCMEC). These standards are designed to foster information sharing, coordinate investigations, avoid duplication or disruption of ongoing investigations, ensure the probative quality of undercover operations, and facilitate interagency case referrals through the standardization of investigative practices. Collaborative undercover operations, when properly executed and documented according to the ICAC Task Force Program standards, can collect virtually unassailable evidence and, most important, allow law enforcement to bring a case before a suspect can victimize a child.

OJJDP's ICAC Task Force Program is administered through a shared management system that combines a national perspective with the local values of participating communities to address coordination and communication concerns related to ICAC investigations. OJJDP has established a review board, composed of law enforcement managers and prosecutors from participating agencies, to assist in the administration of this program. The board, while primarily responsible for reviewing undercover operations for compliance with the ICAC Task Force Program standards, plays a critical role in assessing the needs of the field and in formulating policy for the national program. Representatives from the FBI, USCS, USPIS, and CEOS serve as technical advisers to the board.

In addition, OJJDP, in consultation with Federal law enforcement and prosecutorial agencies and NCMEC, has developed a certification course for agencies participating in the program. The course prepares ICAC Task Force investigators and managers to develop policies and employ proven investigative procedures in response to computer-facilitated sexual exploitation of children.

OJJDP anticipates making 20 new awards under the ICAC Task Force Program by April 2000, bringing the total number of ICAC Task Forces nationwide to 30. For more information on the program, visit OJJDP's Web site at www.ojjdp.ncjrs.org or contact the Juvenile Justice Clearinghouse at 800–638–8736, 301–519–5212 (fax), or askncjrs@ncjrs.org (e-mail).

appropriate investigation with the least possible trauma to children and families. This guide discusses the need for the MDT approach to investigations, describes several types of MDT, and provides advice on forming and operating an effective team. There are guidelines for convening team participants, writing a mission statement, establishing protocols and confidentiality policies, and evaluating the team's performance. Strategies for promoting teamwork, dealing with conflict, and preventing burnout are also discussed. The guide includes an extensive list of related readings and contact information for organizations that offer training for and technical assistance to MDT's. **(NCJ 170020)**

Use of Computers in the Sexual Exploitation of Children

Daniel S. Armagh, *Director, National Center for Prosecution of Child Abuse, American Prosecutors Research Institute, Alexandria, Virginia;*[1] ***Nick L. Battaglia,*** *Sergeant, San Jose Police Department, San Jose, California; and* ***Kenneth V. Lanning,*** *M.S., Supervisory Special Agent, Federal Bureau of Investigation, National Center for the Analysis of Violent Crime, FBI Academy, Quantico, Virginia.*

For criminals involved in the sexual exploitation of children, the computer is a convenient tool for entering the homes of their victims, corresponding with one another, and exchanging images of their illicit activities with child victims. For the law enforcement officers charged with investigating these offenders, cases involving computers present particular challenges and complexities. This guide is designed to help investigators meet those challenges. It describes the behavioral characteristics of sex offenders who focus on children, offers basic information on adapting time-tested investigative techniques to the realm of cyberspace, and discusses the legal issues triggered by investigations of electronic communications.

The first section of the guide shows how understanding the highly predictable behavioral patterns of preferential sex offenders in relation to their use of computers can be critical in determining the most effective investigative strategy. The second section offers guidelines for investigating crimes involving computers, including obtaining a search warrant, handling and securing computer equipment, analyzing the suspect's computer system, and seeking expert assistance. The guide concludes with an examination of the legal principles governing the search and seizure of computer systems, including those involving expert search warrants, exceptions to search warrant requirements, the actions of undercover agents, no-knock warrants, drafting the warrant, and chain of custody. Special tools contained in the guide include a glossary of computer terms, a supplemental reading list, and contact information for organizations and Federal agencies that provide assistance with these investigations. **(NCJ 170021)**

[1] Daniel Armagh is currently Director, Legal Education, National Center for Missing and Exploited Children, Alexandria, Virginia.

Janet McNaughton, Editorial Supervisor for the Juvenile Justice Resource Center (JJRC) and Juvenile Justice Clearinghouse (JJC), has served as the lead editor for the Portable Guides to Investigating Child Abuse series. Several of the individual guides were edited by Monique Smith, former Senior Writer/Editor with JJRC and JJC. Sue Callaway, former Senior Juvenile Justice Analyst with JJRC, oversaw the development of the series.

The Office of Juvenile Justice and Delinquency Prevention is a component of the Office of Justice Programs, which also includes the Bureau of Justice Assistance, the Bureau of Justice Statistics, the National Institute of Justice, and the Office for Victims of Crime.

Additional titles in the Portable Guides to Investigating Child Abuse series may be developed in the future. If there are topics you would like to see addressed in future guides, please submit your ideas to Ron Laney, Director, Missing and Exploited Children's Program, Office of Juvenile Justice and Delinquency Prevention, 810 Seventh Street NW., Washington, DC 20531, 202–616–7323, 202–353–9093 (fax).

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Copies of the Portable Guides to Investigating Child Abuse can be obtained from OJJDP's Juvenile Justice Clearinghouse, a component of the National Criminal Justice Reference Service (NCJRS). There is no charge for a single set of the 13 guides or for orders of 5 or fewer copies of any one title in the series. A nominal fee for postage and handling will be charged for orders of multiple complete sets or for six or more copies of a single title. Use the order form below or contact the Clearinghouse by telephone at 800–638–8736 (select option 2) or e-mail at puborder@ncjrs.org. When ordering by telephone or online, use the National Criminal Justice (NCJ) reference number found on the order form and at the end of each synopsis in this Bulletin.

Many of the titles in the Portable Guide series, along with other related materials, are also available via OJJDP's Web site (www.ojjdp.ncjrs.org).

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